



**PROFESSIONAL
PREPARATION
PLAN.**

MILWAUKEE INSTITUTE
OF ART & DESIGN

2019 - 2020



my name:

name

first year advisor:

first year

major advisor:

major

professional competencies.

This plan will help you develop the skills most requested from Employers as surveyed by NACE - National Association of Colleges and Employers.

Critical Thinking/Problem Solving:

Exercise sound reasoning to analyze issues, make decisions, and overcome problems. Demonstrate originality and inventiveness.

Oral/Written Communications:

Articulate thoughts and ideas clearly and effectively in written and oral forms to both colleagues/peers and clients/ customers, including public speaking skills.

Teamwork/Collaboration:

Build collaborative relationships with colleagues/peers and clients/customers representing diverse cultures, races, ages, genders, religions, lifestyles, and viewpoints, including ability to manage conflict.

Information Technology Application:

Select and use appropriate software and tools to accomplish tasks and solve problems.

Professionalism/Work Ethic:

Demonstrate personal accountability and effective work habits, such as punctuality, working productively with others, and time management. Understand impact of non-verbal communication on professional image. Demonstrate integrity, act responsibly within a community, and learn from mistakes.

Leadership:

Leverage the strengths of others to achieve common goals, and use interpersonal skills to coach and develop others. Assess and manage emotions and those of others. Use empathetic skills to guide and motivate.

Career Management:

Identify and articulate skills, strengths, knowledge, and experiences relevant to the profession desired, and identify areas necessary for growth. Navigate and explore professional options and understands how to self-advocate for opportunities.

MIAD Student Artist/Designer,

Your investment in a MIAD education is greatly appreciated. We want you to make full use of your education and your time here at MIAD. The faculty and staff are committed to you developing your skills, exploring your creative interests, and successfully transitioning to a satisfying creative profession. Your pursuit of a Bachelor of Fine Arts (BFA) degree is the simultaneous pursuit of a profession: The BFA is considered a professional degree.

The “Professional Preparation Plan” is designed to help you obtain your BFA and achieve your professional goals. This Plan is a guide for you to get the most from your classes, make use of services and resources available to you, and encourage your participation in activities and events that promote professional development. There are suggestions, advice, and tips for each class level: first year, sophomore, junior, and senior.

Every item in this “Plan” may not be applicable to you; however, in its entirety, this Plan will help you make the most of your MIAD experience. The more you actively pursue the items listed, the more likely your professional goals will become a reality. This is intended to be used independently as well as collaboratively with your Advisor. When you meet with your Advisor, we strongly encourage you to discuss this Plan.

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academic advising.

understand:

- You need to attend all class meetings, be an active participant, and utilize class time wisely
- The expectations of the college to meet your advisor at 4 week reports, midterm, and registration
- The syllabi given to you: It is a contract that you adhere to for grades, attendance, and learning outcomes
- That you will be adjusting your schedule to accommodate studio class projects and open lab times
- The workable dynamic between you and your instructor; They want to help . . . Own your experience in the studios and take advantage of their office hours
- How your GPA can be impacted by time-management

investigate:

- Major and career opportunities, so you can prepare for Declaration Day
- Creative professionals doing work you like or are experiencing in class
- Techniques and methodologies, developing a knowledge-base that is important for your learning and professional practice
- Summer opportunities that may relate to your major

discover:

- Where you are and where you want to be
- How others' experience can help inform yours by participating in artist/designer talks
- The LRC for tutoring support – proactive use can improve your grades and participation in class
- The five majors by visiting the hallways to view upper level students' projects
- How your major and careers complement each other at Majors Dialogue

challenge yourself by:

- Understanding how to read and interpret your Program of Study (POS)
- Participating in the FYE Juried Exhibition
- Evaluating your learning style and what needs to be communicated to help you succeed academically inside and outside the studio
- Getting involved with a student organization that is tied to your major or interests (Swim Team, ISO, ALD)
- Understanding the financial aid process, options, and policies that impact your status as a student
- Reviewing your Student Planner to develop a personal budget and being aware of financial literacy
- Developing healthy routines with sleeping, eating, exercising, and stress management

career development.

talk:

- To Career Services and/or Advising office staff to:
- Identify your interests, skills, and values
 - Develop, update or review your resume

research and learn:

Explore creative careers and professions that are connected with majors and minors:

- Use Career Services guides and materials
- Explore the Career Services Moodle site and register for an account with the CanvassCareers on Handshake website
- Check out the Career Section in the MIAD Library
- Attend Professional Portfolio Symposium
- Participate in visiting artist and designer talks/lectures (MIAD, "Creative Mornings", Milwaukee Art Museum)

try:

- Submit work for exhibitions, scholarships, contests
- Learn how to professionally document your work and begin to develop your portfolio

consider:

- Part-time jobs and other work opportunities that support professional skills

FIRST
YEAR

academic advising.

evaluate:

- The success and challenges of the previous academic year
- Your college plan, which includes your academic, financial, social, and emotional needs
- How you manage your time inside and outside your classes
- What types of professional experiences you may want based on what you have learned or may want to learn
- If a minor is beneficial for complementing your skills and degree

formulate:

- A portfolio of projects that highlight your best work, knowledge, and a demonstration of learning outcomes
- A plan for summer classes based on your financial means and if necessary for your Program of Study
- Plans with the Registrar's Office for study abroad and AICAD mobility program (transfer credits), if interested
- A plan for professional experiences that will sharpen your skills and knowledge in the summer

coordinate:

- Regular communication and meetings with your Advisor to discuss your creative life goals, Program of Study, and class requirements/electives
- Effective communication, interaction, and engagement practices within your classes and with faculty and peers
- Opportunities to visit the LRC to review and critique written work and assignments
- Time on evenings and weekends to complete studio projects
- A mentoring relationship (faculty, alumni, staff, upper class students)

participate:

- In the critique process by learning the types of critiques and the benefits, Discuss your needs and expectations with your instructors and the LRC
- In calls for artist submissions and exhibition entries
- In community activities and events or volunteer at organizations
- In scholarship research and applications

career development.

research:

Continue to explore and connect careers and creative paths to your interests:

- Identify types of businesses and organizations that support your values and skills
- Familiarize yourself with MIAD graduates/alumni who are involved with creative professions

explore:

Envision where you want to be and the steps to get there:

- Identify potential professional opportunities that are available to you as a junior and senior
- Utilize the Career Services CanvassCareers on Handshake website to learn about opportunities and businesses
- Start a list of and learn more about the businesses where MIAD graduates/alumni work
- Frequently visit local galleries, exhibitions, collections, and museums

plan:

Take steps to prepare for professional experiences:

- Review and update your resume
- Further develop your portfolio
- Meet with Career Services to learn about and plan for internships

awareness:

Know what you want!

- Summarize key skills and competencies for specific professions
- Understand the differences among the types of creative businesses (self-employment, small businesses, large companies)

practice:

Get connected, be involved, participate, and learn how to lead:

- Become a member of at least one professional association
 - CD – United Adworkers & AIGA (American Institute of Graphic Artists)
 - IL – Society of Illustrators & AIGA (American Institute of Graphic Artists)
 - ID – IDSA (Industrial Designers Society of America)
 - IAD – ASID & IIDA (American Society of Interior Designers & International Interior Design Association)
 - NSP – MARN (Milwaukee Artists Resource Network)
- Join an on-campus organization to further develop your professional and leadership skills
- Volunteer in the community
- Pursue a leadership role on campus (RA, Mentor, Ambassador, Tutor)
- Consider part-time jobs and other work opportunities that support professional skills

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investigate:

- Social media platforms that allow you to display your work
- Your plan for “Life After MIAD” -- Will you be going into the workforce, participating in a fellowship program, or pursuing a Master’s degree?
- What electives are important for your professional goals
- The completion of your minor

qualify:

- Your learning through conferences and workshops that refine skills learned inside the classroom
- Your skills through developmental positions such as a teacher’s assistant, tutor, mentor, intern, or volunteer
- A personal working philosophy and professional attitude

anticipate:

- Meeting with your advisor regularly to discuss your creative life goals
- The pros and cons of graduate school, fellowships, residencies while researching these opportunities
- What is necessary to apply for graduate school, fellowships, or residencies
- A graduation check with the Registrar
- Meeting with Financial Aid to review your financial situation

*After considering the completion of your Program of Study are there any electives that may enhance your professional competencies before you graduate.

career development.

research:

Learn about and connect with businesses that interest you:

- Identify specific businesses and organizations as options for professional experience
- Develop a network of professionals (including alumni and faculty) who can offer guidance and mentoring
- Determine if residencies, fellowships, and/or service organizations are a good fit for your professional goals

brand:

What is your professional identity in a digital world?

- Develop your profiles on social media
 - Professional networking such as LinkedIn
 - Portfolio sites such as Behance and Coroflot
 - Social networking such as Instagram
- Consider a website to highlight your work and skills

prepare:

Be ready for your professional experiences:

- Finalize resume and example cover letter with the assistance of the LRC and Career Services
- Consult with faculty regarding development of professional samples/portfolio
- Participate in mock interview/portfolio review experiences
- Formulate artist statement and personal narrative or biography

practice and engage:

Gain professional experience as an emerging artist and designer:

- Apply for internships, professional experiences, and part-time professional jobs
- Pursue freelance projects and commissions
- Submit work for exhibition opportunities

life after MIAD:

Set yourself up for professional success after graduation:

- Increase your participation in professional associations and consider leadership positions
- Set-up accounts and frequently use professional job search websites
- Pinpoint geographic locations to live and work; develop your relocation plan, including cost

JUNIOR
YEAR

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conduct:

- A graduation review with my Advisor per messages from Registrar's Office
- Self-check for mental, emotional, and physical well-being (the LRC and Marquette University Counseling Services are available)
- Inquiries with faculty and staff willing to write letters of recommendations and/or be references

apply:

- Your time management skills as you research, develop, and install your Thesis
- To graduate schools, fellowships, and residencies if pursuing these options
- Feedback from your peers, faculty members, and professional contacts throughout the development of your Thesis

demonstrate:

- Mastery of knowledge, techniques, and skills within your major
- Your communication skills by learning how to discuss your Thesis
- Your networking skills as you present your Thesis and talk with peers and professionals
- Your readiness for "Life After MIAD" by fully engaging in your Senior Seminar/Professional Practice courses

career development.

learn:

Understand what it means to be a working creative professional:

- Meet with Career Services and your advisor to discuss your post-graduate plan
- Be knowledgeable and realistic about starting salaries, freelance rates, and pricing work
- If considering self-employment, develop business plan and understand all associated costs

think:

Know your creative process and its connection to art/design professions:

- Fully appreciate and participate in the Thesis process
- Understand how your Thesis will connect to your independent studio practice after you graduate

brand:

Recognize and build your social capital:

- Update and actively maintain your profile on social media
- Ensure web site features current work and Thesis project
- Finalize portfolio and resume
- Promote yourself through your professional network

implement:

Get to work!

- Apply for posted full-time and part-time professional experiences
- Share portfolio and resume to businesses that interest you . . . even if they don't have job postings
- Identify potential clients and pursue freelance projects and commissions
- Submit:
 - o Work for exhibition opportunities
 - o Applications for residencies and fellowships

life after MIAD:

It begins now!

- Think about your post-MIAD financial situation; clarify your student loan payment, potential cost of living, and other financial obligations
- Confirm plans and make arrangements for relocation
- Use job search websites every week
- Evaluate job offers and potential freelance contracts
- Make use of network that includes professionals, alumni, family, peers, faculty and staff

SENIOR
YEAR

